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26 July 1957

MEMORANDUM FOR: Chief, D/E
Chief, D/R
Chief, D/P

SUBJECT: NIS Processing Time - FY 1957

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1. The problem of getting out the NIS into the users' hands within a reasonable time is still with us, as you can see from the attached study which I asked [redacted] to prepare. You will note that it uses the published unit, rather than the section, as the basic yardstick because that is the way the NIS is finally disseminated. Also, the time span in D/E is slightly lengthened since no allowance has been made for overdue suspense items or delays in contributor review. However, these latter matters are part of our over-all problem and are being taken up with the contributing agencies.

2. The serious printing delays have been the subject of a memorandum to the Director of Logistics (copy attached). The Chief, Printing Services Division, has informally assured me that this problem should be well in hand by this fall.

3. I should like to discuss this whole matter with you and your branch chiefs as soon as convenient and not later than next Friday, 2 August. In the meantime will you please consider with your respective staffs those aspects of concern to your areas of responsibility.

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Enclosures:

1. Time in Process table dated 25 July 57
2. cc of Memo to Dir/Logistics dated 23 July 57

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